



DEPUTY CHIEF OF STAFF FOR ENGINEERING HOUSING, ENVIRONMENT, AND INSTALLATION LOGISTICS

BULLETIN NO. 99-2

MAY 99

FACILITIES ENGINEERING

WARM WELCOME TO E. OAKLEY DRUMHELLER.

Welcome, welcome to E. Oakley Drumheller! He joined Headquarters, U.S. Army Materiel Command (HQ AMC) as Chief of the Engineering and Housing Division for the Office of the Deputy Chief of Staff for Engineering, Housing, Environment, and Installation Logistics (DCSEHE&IL) in the 4th Qtr of 1998. He came from DCSSENGR, HQUSAREUR, Heidelberg, Germany. Prior to his OCONUS assignment he was with Office of the Engineer at Headquarters, U.S. Army Training and Doctrine Command for over 15 years. He brings a wealth of Directorate of Public Works (DPW) experience. Our best wishes to him for his new place and position. (AMCEN-F/Mr. Patel/DSN-767-3413)

BASE SUPPORT DEFINITIONS. The following key definitions may be useful:

- Base support consists of two primary pieces -- Base Operation Support (BOS) and Real Property Maintenance (RPM).
- BOS sub categories include Base Operations (BASOPS), Family Programs, Environmental, Base Communications, and AudioVisual.
- RPM covers Maintenance and Repair (M&R) and minor construction (new work). RPM sub categories include RPM Initiatives and RPM sustainment.
- BOS accounts are used to operate, maintain, and support installations.
- BASOPS includes essential services: Food, laundry, transportation, vehicle maintenance, auto-

mation resource/personnel management, leases, contracting, post security, utilities, refuse collection, pest control and support of Morale, Welfare, and Recreation (MWR) activities. (AMCEN-F/Mr. Patel/DSN 767-3413)

CAPITAL INVESTMENT STRATEGY (CIS). The Engineering and Housing Division is developing an AMC infrastructure CIS. Realizing there are not enough resources available to modernize all our facilities, it is necessary to focus our attention on those that are most important to us for the AMC mission and quality of life.

Army family housing and barracks are obvious programs. These have been ongoing for some time as Army initiatives. In addition within AMC, research and development, production, depot maintenance, depot supply, and storage and mobility facilities are higher priority than other categories of facilities.

Community facilities are not included in the strategy because they are predominantly MWR and non-appropriated fund supported for funding. Installation support (utilities) facilities are likewise not included because we must first determine the feasibility and cost effectiveness of privatizing these systems. There will be isolated cases at some installations where we should modernize facilities in these two categories. They will be handled as exceptions and continue to be programmed for resources, although not a part of the strategy.

The basis for CIS is the Installation Status Report (ISR), part I (Infrastructure). ISR-I predicts requirements (\$) for M&R (quality) and Military Construction, Army (MCA) (quantity) based on condition and quantity (versus projected need) of the facilities. It is, therefore, very important that involved databases are maintained as completely and accurately as possible. In addition to ISR,

data is utilized from the Army Stationing Installation Plan (ASIP), the Real Property Planning and Analysis System (RPLANS), and the Integrated Facilities System-Mini/Micro (IFS-M).

We must be careful not to sacrifice sustainment of our facilities inventory in order to accomplish quality improvements through modernization. ISR-I also predicts what it will cost each year to sustain our facilities in their current condition. This is like the recurring base in the M&R accounts.

In summary CIS addresses where we should be spending our discretionary M&R (modernization) resources and our MCA. It also provides a framework for installation planning and programming. HQ AMC will use CIS for articulating our requirements to the Department of the Army (DA) and for allocating M&R funds to the Major Subordinate Commands (MSCs).

Stay tuned! You will hear more on this. (AMCEN-F/Mr. Drumheller/DSN 767-8610)

ENERGY SAVINGS PERFORMANCE CONTRACTS (ESPCs) AND COMMERCIAL ACTIVITIES (CA) (A-76).

Over the past several months there has been an increased interest in the use of ESPCs as a tool to getting much needed improvements in Real Property (RP) systems while utilizing the investment capital of the installing contractor. This form of work management has proven to be a vital tool in the DPW management strategy. Substantial work is being performed to retrofit existing energy inefficient systems and installing new state of art technology. All of this is being paid for from energy savings. As a reminder, equipment installed as part of the ESPC remains the property of the ESPC contractor for the full term of the contract; therefore, M&R of this equipment is likewise the responsibility of the contractor. This is where potential conflicts arise with A-76. Since M&R are the responsibility of the ESPC contractor and not the installation, it must be so identified when developing the statement of work for the A-76 contract and also in development of the installation's most efficient operation. (AMXEN-C/Mr. Dick Faith/DSN 793-6485)

ELECTRONIC PROTECTION AND CONTROL DEVICES IMPROVE SUBSTATION OPERATION AND MINIMIZE MAINTENANCE COSTS.

Many AMC installations have primary and secondary substations which use electro-mechanical devices for protection and control of distribution networks. These devices include instantaneous and time overcurrent relays, undervoltage relays, power demand and energy meters, voltmeters and ammeters, etc. Most units are very old and require calibration, trip settings, and other adjustments annually for reliable operation. In these days of reduced funding and manpower, maintenance on these units is not done on a regular basis resulting in unexpected power outages, equipment failures, or both. An alternate and economical way to improve this condition is to consider using electronic devices. These units provide protection and control to primary and secondary distribution circuits at a reasonable cost. They are programmable and are used

to retrofit existing substations with electro-mechanical devices with little or no switchgear panel modification. They can communicate with the existing supervisory control and data acquisition system and in-house personnel can install. These devices need no future calibration or other adjustments, which results in significant savings in recurring maintenance costs. Several electric companies make these devices and can provide technical guidance to meet specific requirements at no cost. One of many companies that have information is the Basler Electric Company, Highland, IL, (618) 654-2341, <http://www.basler.com/html/add.htm>. (AMXEN-C/Mr. Biswas/DSN 793-5832)



RAILROAD CROSSING SIGNS. The proper sign at a street/railroad crossing IAW the Manual on Uniform Traffic Control Devices (MUTCD) is the crossbuck (R15-1). Supplemental signs (R15-2) indicating the number of tracks

go below the crossbucks. Some installations often use the advance warning sign (W10-1) in place of the crossbuck. This is not appropriate signing IAW MUTCD. The advanced warning sign is intended for just that -- to give advanced warning to approaching motorists. Warning sign placement depends on the speed of the approaching traffic; i.e., to give appropriate time to stop. Railroad crossing signs are in part 8B of MUTCD, and placement of warning signs is in section 2C. Some useful websites are:

- ♦ <http://www.ohs.fhwa.dot.gov/devices/mutcd.html>
- ♦ <http://www.amtrakcalifornia.com/hq/traffops/signtech/signdel>
- ♦ <http://members.aol.com/rcmoeur/signman.html>



W10-1

(AMXEN-C/Mr. Reindl/DSN 793-8264)

AR 420-72 FUNCTIONAL MANAGERS. Draft AR 420-72, (undated), Surfaced Areas, Railroad Trackage, Bridges, Dams, and Associated Appurtenances, paragraph 1-4d, requires installations to assign a functional manager to each of the following areas to act as the overall installation liaison: pavements, railroads, bridges, and dams. (A person may cover more than one area.) At Government-Owned, Contractor-Operated (GOCO) installations where the contract does not specifically mention AR 420-72, you can use a combination of contracting officer representative/contractor staff to maintain the flow of information and management duties. The update to the current version of AR 420-72, 28 Mar 91, will incorporate this change. You can find good websites for Army regulations at: <http://books.army.mil/cgi-bin/bookmgr/shelves> and <http://www.usapa.army.mil>. (AMXEN-C/Mr. Reindl/DSN 793-8264)

THE USAMC INSTALLATIONS AND SERVICES ACTIVITY (AMC I&SA) ENERGY TEAM. By now most of you have heard that one of the original energy team members moved on to greener pastures. John Nache is

no longer with AMC I&SA, so we have a new Energy Team. Bob Reeves is the overall program manager and will handle the Revised Army Defense Utility Energy Report System (DUERS) Data System, energy awards, and the overall AMC Energy Program. Dick Faith is the new POC for ESPCs and general mechanical engineering questions. Steve Podhurst is in charge of technology assessments and special projects. He will review new technology for possible application at our installations. You can reach Dick at DSN 793-6485 (or (309) 782-), Steve at DSN 793-8295, and Bob at DSN 793-8292. Our fax number is DSN 793-7566. (AMXEN-C/Mr. Reeves/DSN 793-8292)

GROUND'S MAINTENANCE FOR UTILITY SYSTEMS.

Grounds maintenance, including mowing right-aways, is essential for access, system operation, and personnel safety. However, we must ensure that the installation grounds maintenance operation, if done by contract, requires maintaining a safe clearance of at least 5 feet around all utility poles and equipment. This must be accomplished using hand held equipment (such as weed eaters) to help prevent damage to the system. Installations that allow the use of batwing type mowers are especially vulnerable due to the mowers being operated within the clear zone and not raising the wing in time to prevent damage to utility poles, ground conductors, guy wires, and other equipment. It is costly for constant repair of these items to ensure safety and proper operations. It is very important that you maintain a clear zone around all poles and equipment to help prevent damage. (AMXEN-C/Mr. Taylor/DSN 793-6656)

NONCHEMICAL TREATMENT OF WATER SYSTEMS FOR SCALE AND HARDNESS CONTROL IS STILL 'PROHIBITED' BY ARMY REGULATIONS. Remember the old saying --- IF IT SOUNDS TOO GOOD TO BE TRUE IT PROBABLY IS!!!!

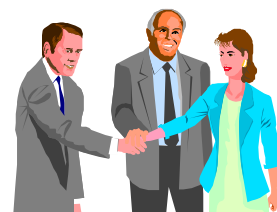
The advertisement claims – "Eliminate chemical treatment costs for your water systems forever with the use of our MAGNETIC WATER TREATMENT DEVICES." Not only are the claims too good to be true, but the Army also prohibits their use. The Army's position is very clear on this subject. AR 420-49, 28 Apr 97, Facilities Engineering, Utilities Services, paragraph 4-10h, states "Installation of nonchemical devices such as magnetic, electro-magnetic, and similar devices that claim to soften water or reduce scale in water systems, heating and cooling systems, or boilers are **PROHIBITED.**" The U.S. Army Center For Public Works, Public Works Technical Bulletin 420-49-05, 2 Feb 98, Industrial Water Treatment Procedures, paragraph 1-5c, states "Use of Nonchemical Devices. Many nonchemical devices sold for industrial water treatment are purported to solve all water-related problems including scale, corrosion, slime, and odor. They are said to achieve remarkable results through natural forces (such as magnetism, electricity, or radiation) either unknown to engineers or not disclosed. Often it is stated that the nonchemical devices require little or no attention and no chemicals. They have not proven to be effective. Therefore, the use of these

nonchemical treatment devices on Army systems either regularly or on a test evaluation basis is **PROHIBITED.**"

Professional water organizations, including the Water Quality Association and The National Association of Corrosion Engineers, have issued warnings about the unsubstantiated claims of companies selling these nonchemical water treatment devices or magnetic devices. In addition, the Iowa, Minnesota, and Utah State Attorney General Offices and Better Business Bureaus have issued warnings or outright prohibit the sale of these devices. The Feb 96 issue of Consumer Reports presents the results of a 2-year test of two water systems. One system used a magnetic water descaler and the other system was left untreated. The magnetic water descaler proved ineffective at reducing scale. In fact, its water tank contained scale of the same quantity and texture as that in the untreated tank. (AMXEN-C/Mr. Podhurst/DSN 793-8295)

PARTNERSHIP POTENTIALS.

The test partnership between the Corps of Engineers Rock Island District (MVR) and the Rock Island Arsenal (RIA) DPW is entering its final stage. The partners have developed a joint



cost proposal which has been audited by the U.S. Army Audit Agency and was briefed to the Chief of Engineers and the AMC Chief of Staff on 5 Apr 99. That briefing showed a net FY 99 cost savings of only \$40K/yr when compared to an FY 97 baseline (adjusted for inflation). During the briefing, MG Arbuckle, Commander of the U.S. Army Industrial Operations Command (IOC), (RIA's MSC), recommended we continue the test through the end of the FY as originally scheduled while trying to identify any remaining savings potentials that this partnership might afford us.

A team comprised of representatives from IOC, RIA, AMC I&SA, and the MVR began 12 Apr 99 with daily meetings intended to identify end-state savings that could be realized should the partnership be made permanent. So far, the team has identified over \$1M/yr in additional savings potential that could be realized between now and FY 02. The lag time in savings is due to existing contracts that must expire, reinvention waivers that must be approved, reorganizations that are pending final decision, and duplicative labor that must be reduced or attrited. Intangible benefits from the partnership have been numerous, the greatest of which has been the Corps colocated procurement support to the DPW. The two MACOMs have scheduled 1 Sep 99 as the date for making a final decision on whether to make the partnership permanent, retain only select Corps support, or close-out the test and disband. A permanent partnership would involve transferring 42 to 66 RIA Table of Distribution and Allowances (TDA) spaces from RIA to MVR (final TDA numbers depend on the outcome of current RIA reorganization efforts). The Corps has stated that AMC must remove the affected spaces from all further CA review consideration before the Corps can accept them. (AMXEN-C/ Mr. Krambeck/DSN 793-8291)

1999 ISR PART I SUBMISSION. The ISR Part I, Infrastructure, reports are in. As most of you know, the database was locked and you were not able to edit requirements. From errors in your RPLANS data to errors in the ISR software, large data anomalies occurred. This resulted in a large number of REDs assigned for quantity; e.g., a \$56 billion construction bill for new family housing at AMC installations. Booz Allen and Hamilton, at the DA level, will use your commander comments and overwrites to correct your data. For next year look closely at your RPLANS data and justify your zero requirements so that correct data will be loaded. Since ISR is used for Army-wide data collection and budgeting decisions, your accurate reporting is paramount. (AMXEN-C/Mr. Townsend/DSN 793-8367)

DESIGN-BUILD PROCESS OVERVIEW. The design-build process uses a Request for Proposal (RFP) to solicit for design and construction of a facility by a single contractual entity; e.g., a "Design-Build" firm, a joint venture between Architect-Engineer (A-E) and construction firm, or a construction management firm joint venture with an A-E and a construction firm. A design-build RFP states the project functional requirements, design and engineering criteria, technical performance specifications, and proposal evaluation factors. Potential

contractors develop their proposal for the Government to evaluate competitively with the contract award based on a combination of technical merit and price. Therefore, they award the contract on the basis of not only initial construction cost, but also technical quality, offeror qualification, management expertise, life-cycle costs, aesthetics, and other factors important to a specific project as identified in the RFP.

Design-Build Public Laws. There are two Public Laws specific to design-build procedures. One-step turnkey has been around for several years. A new law passed in 1995 allows for a two-phase approach for design-build as a part of the Federal Acquisition Reform Act (FARA). One of the primary reasons this new law was enacted was in response to industry concerns about high proposal preparation costs incurred by a significant number of unsuccessful bidders on design-build solicitations. This two-phase law essentially provides for a short listing (3-5 offerors) under phase-one based on qualifications with an award after phase-two based on price and technical proposals.

Performance vs. Prescriptive Specifications. The 'Design-Build' contract is awarded based on "Performance Specifications" which state the Government's needs and requirements in terms that indicate required results, the list of criteria for verifying compliance of the specifications, and the requirements and criteria without stating how to achieve the results. However, the traditional 'Design-Bid-Build' contract is awarded based on "Prescriptive Specifications" which explicitly state the design solution in terms of the materials, systems, and processes to be used.

Design-Build Benefits.

- Collaboration of contractor, designer, industry, and technology.
- Lower design costs (pre-award).
- Earlier fixed construction price (project cycle).
- Potential for shorter schedule (fast track).
- Reduced litigation/changes for design errors and omissions.
- Single source accountability for both design and construction.
 - Use of industry standards.
 - Award considers experience, qualifications, and technical proposal (Best Value).
- Provides for discussion/negotiation with offerors.
- Promotes increased innovation.
- Owner can combine prescriptive and performance specifications.

(AMXEN-C/Mr. Penmatcha/DSN 793-8296)

ELEVATED WATER TOWERS-LEAD BASE PAINT REMOVAL. Most of our elevated water towers at AMC installations are old, corroded, and have problems with lead base paint, which is considered hazardous. The following methods are available (not limited to) to remove the lead base paint.

a. Blastox Process: Chemical powder mixed with an abrasive material and blasted on the surface areas to remove the paint. The Blastox chemical stabilizes the paint due to cementitious reaction and the resultant waste is considered nonhazardous. Since the blasting medium is a dry material, you need to build a canopy to contain dust.

b. Pretox 2000: Chemical liquid spray applied to cover the affected area and an abrasive material is used to remove the paint. It involves less dust compared to the Blastox process. However, it still needs a canopy to control the dust.

c. Pentek System: A power tool cleaning process. To meet the increased regulations for complete capture of all dust and debris, the system integrates a high performance vacuum/drumming unit, the VAC-PAC, with three dustless shrouded needle guns, the CORNER-CUTTERS. Pentek's system, designed specifically to address the problem associated with surface preparation and abatement, provides an acceptable profile while simultaneously removing contaminated materials and depositing them into waste drums in a single-step, dustless process.

We recommend you evaluate the three methods to determine the applicability to your situation and incorporate one based on the best value for the Government. (AMXEN-C/Mr. Penmatcha/DSN 793-8296)

ACCURACY OF THE REAL PROPERTY INVENTORY (RPI). Continual emphasis for accurate RPI data is important. The information in the Real Property Facility (RPF) Use Area Total and RPF Use Other Measure Total (from screen USE01) and Gross Area Assigned and Assigned Other Measure Total (from screen ASG01) is critical for AMC Demolition Planning, Energized Square Footage Reporting, Utility Privatization, and other required reports.

DA Pam 415-28, Guide to Army Real Property Category Codes, correlates Area Total with unit of measure 1 (UM1) and Other Measure Total with unit of measure 2 (UM2).

The Plant Replacement Values (PRV), Yellow Book, are calculated from Area Total and Other Measure. Each facility has a unit cost factor applied to each facility area or capacity as determined by the facility category code.

The ASIP contains Unit Identification Codes (UICs) for organizations on an installation. It is important that there is a UIC in the ASIP for all organizations on your installation. As mentioned above, screen ASG01 contains Gross Area Assigned and the UIC. This information is used for ISR, RPLANS, and Space Utilization. These reports are also the basis for the Program Objectives Memorandum (POM) which is the Official Army Budget. Funding distribution for installations is determined from the POM.

Accurate information will assist both Government-Owned, Government-Operated (GOGO) and GOCO installations

in correct reporting for PRVs and funding distribution. (AMXEN-C/Mr. Troyer and Mrs. Terrill/DSN 793-8297/5646)

IAFC/DOD/DA/AMC FIRE AND EMERGENCY SERVICES TRAINING SESSION. The fourth annual DOD/DA/AMC Fire and Emergency Services Training Conference will be in Kansas City, MO during 26 Aug-3 Sep 99 in conjunction with the International Association of Fire Chiefs Conference and Fire-Rescue International 1999.

These concurrent events provide a unique and valuable networking opportunity for DOD/DA/AMC professional fire and emergency services personnel. Participants will be exposed to new firefighting technologies, demonstrations by manufacturers of the latest firefighting equipment, and presentations by leading authorities in the field of fire and emergency services. (AMXEN-C/Messrs. Reed and Oehler/DSN 793-6138/8260)

REAL ESTATE

AMC REAL ESTATE/REAL PROPERTY MANAGE-MENT WORKSHOP(AMC RE/RPMW), 2-6 AUG 99.

The AMC DCSEHE&IL will sponsor and AMC I&SA will host the AMC RE/RPMW at the Lady Luck Hotel and Convention Center, in Bettendorf, IA, 2-6 Aug 99. AMC conducted their last RE/RPMW in Aug 97 in Rock Island, IL. A formal notification memorandum announcing this workshop is forthcoming.



Tentative key RE/RP presentations include:

- Leasing Authority
- McKinney Act Process
- 50/50 Program
- Facility Reduction Program
- Legal and Environmental
- Utilities Privatization
- Career Program
- Preparation of DD Form 1354
- Cultural Resources
- DA Form 337
- Base Realignment and Closure (BRAC) Responsibilities
- ASIP
- Disposal of Real Estate

Additional automation demonstrations/training include:

- Installation Executive Information System
- Future of IFS
- Defense Property Accountability System (DPAS)

- Writing a Basic IFS Query
- Basic IFS Client/Server Training (for IFS and Real Property Standalone Sites)
- RPLANS Training for Army Working Capital Fund Sites

The last workshop was very well received by all participants and we are looking forward to another top notch program at an excellent, newly opened hotel.

Mr. Don Carter, AMC Real Estate Management Division, and Mrs. Karren Terrill, AMC I&SA Facilities Engineering Division are the co-chairs for this year's AMC RE/RPMW. (AMCEN-R/Mr.Carter/DSN767-9895/AMXEN-C/Mrs. Terrill/DSN 793-5646)

INDIVIDUAL MOBILIZATION AUGMENTEE (IMA) COMPLETES ANNUAL TRAINING.

LTC Martin Davis, assigned to the HQ AMC Real Estate Management Division, AMCEN-R, as an IMA completed his annual training during the period 5-16 Apr 99. LTC Davis significantly contributed to the Division by starting a Space Utilization Survey of the HQ AMC building. The results of the survey, once completed, will align the space allocated to all AMC organizations with the space occupied. LTC Davis also assisted the Division and the Command by supporting Operation Allied Force. LTC Davis served as a shift leader in the Command Operation Center. In this capacity he provided a wide range of support to the AMC Logistical Support Element in Europe and Albania. During a period of mobilization, LTC Davis will be responsible for assessing real estate requirements; receiving, facilitating, and processing real estate transaction requests necessary for meeting identified requirements; and overall management of the real estate mobilization program to ensure efficient and complete fulfillment of the assigned mission. We appreciate LTC Davis' outstanding performance and look forward to his future active duty assignments with AMCEN-R. (AMCEN-R/Mr. Carter/DSN 767-9895)

AMC PAMPHLET 210-2. AMC I&SA completed the 1999 update of the AMC Pamphlet and we are staffing it with AMC Publications for final release. The Pamphlet is a Directory of AMC Primary, Auxiliary, Detached Lease, GOCO and Tenant Installations. The directory includes the commander or equivalent, correspondence symbols, telephone numbers, datafax numbers and e-mail addresses. It provides an alphabetical listing by HQ AMC, MSCs, and by State. It is on the AMC I&SA Home Page at <http://www.ria.army.mil/isa/pubs.htm>. The 1999 version will replace the current version upon final review and approval. Contact Ms. Michele Ufheil at DSN 793-5919 to make any changes or updates to the pamphlet. (AMCEN-R/Mr. Carter/DSN 767-9895)

BRAC RP DISPOSALS CONTINUE TO REDUCE AMC'S EXCESS FACILITIES.

AMCEN-R, in conjunction with other members of the Base Transition Teams for our BRAC installations, is continuing to manage the BRAC real estate disposal process for numerous installations across the country. During the last year AMC has disposed of property at Woodbridge Research Facility,

Letterkenny Army Depot, Sierra Army Depot, Tooele Army Depot, Defense Depot Ogden, Detroit Arsenal Tank Plant, Red River Army Depot, Army Materials Test Laboratory, Lexington Facility, and Jefferson Proving Ground. During the next year AMCEN-R will be working on additional transfers at some of these installations, as well as transfers at Vint Hill Farms Station, Savanna Army Depot, Seneca Army Depot, Fort Monmouth, Stratford Army Engine Plant, and the former Sacramento Army Depot.

To assist in the reuse of BRAC property, AMCEN-R is also working numerous leasing actions at BRAC installations. Leasing the excess property to Local Redevelopment Authorities or other entities helps ease economic and employment losses to the region caused by BRAC. (AMCEN-R/Mr. Goetz/DSN 767-8904)

AMC FORGES AHEAD IN LEASE REDUCTION.

AMCEN-R is leading a Command-wide effort to reduce the number of leases AMC has for non-government owned space. Since 1st Qtr FY 98, AMC has reduced the number of leases with the General Services Administration (GSA) from 32 leases, with an annual rent cost of \$11.4 million, to our current status of 7 leases, with an annual rent value of \$4.5 million. AMC will continue to consolidate and relocate functions to Army owned facilities as much as practical.

Leases have been vacated in St. Louis, MO and Tinton Falls, NJ as a result of BRAC relocations of AMC organizations to Redstone Arsenal and Fort Monmouth. Other leases were vacated due to downsizing and consolidations in New York City, NY; Columbia, MD; Huntsville, AL; Dallas, TX; and Salt Lake City, UT. (AMCEN-R/Mr. Goetz/DSN 767-8904)

AMCEN-R AND USACE PARTICIPATE IN DEVELOPMENTAL ASSIGNMENT TRAINING.

Mr. Harold Duck of AMCEN-R and Mr. Andy Wilson of Mobile District USACE recently completed a 180 day developmental assignment in which they traded positions. Harold spent Nov 98 through Apr 99 at the Real Estate Division of Mobile District and Andy worked the same period at AMCEN-R. Both individuals and their respective organizations gained a greater understanding of the policies, procedures, and functions of the MACOM and District Real Estate Offices. Plans are currently being drawn up to extend the developmental assignment for a 1-year period in the future. (AMCEN-R/Mr. Goetz/DSN 767-8904)

ENVIRONMENTAL QUALITY

FY 98 SECRETARY OF THE ARMY ENVIRONMENTAL AWARDS CEREMONY.

The environmental awards ceremony took place at the Pentagon on 26 Apr 99. The award activities started at 1000 with a media availability session for winners and their spokespersons, followed by a Pentagon tour for the award winners and family members. The award ceremony started at 1500 followed

by a reception honoring the award winners. The following AMC installations received awards in various award categories:

- ♦ Radford Army Ammunition Plant --Environmental Quality Award (Industrial Installation)
- ♦ Tobyhanna Army Depot -- Pollution Prevention Award (Industrial Installation)
- ♦ Aberdeen Proving Ground -- Pollution Prevention Award (Non-Industrial Installation)
- ♦ U.S. Army Aviation and Missile Command (Redstone Arsenal) -- Pollution Prevention Award (Weapons System Acquisition)
- ♦ Tobyhanna Army Depot -- Recycling Award (Industrial Installation)
- ♦ Twin Cities Army Ammunition Plant -- Environmental Cleanup Award (Installation).

This year's AMC award winners have significantly added to the Army's proud record of environmental stewardship. The program included recognition of Tobyhanna Army Depot which captured honors for the fifth consecutive year. (AMCEN-A/Mr. Sharma/DSN 767-9571)

SAFE DRINKING WATER ACT (SDWA) AND CLEAN WATER ACT (CWA) GUIDANCE DOCUMENTS AND USER'S GUIDES. The Assistant Chief of Staff for Installation Management (ACSIM) has issued the following guidance documents and user's guides:

- ♦ Wellhead Protection Program and Plan Development User Guide for Model Schedule of Services.
- ♦ Cross Connection Control Program Development User Guide For Model Schedule of Services.
- ♦ Water Compliance Assessment Protocol.
- ♦ Wastewater Compliance Assessment Protocol.

The first two documents above were developed to assist installation personnel in creating a statement of work to produce necessary Wellhead Protection or Cross-Connection Control Program services. The last two documents above were developed to assist MACOMs/Commanders in evaluating Army drinking water and wastewater system compliance status. The documents have been e-mailed to MSC POCs. These documents will also be available for downloading from the U.S. Army Environmental Center (USAEC) website in May 99. If necessary, we can send you disk copies. (AMCEN-A/Mr. Sharma/DSN 767-9571)

SUBJECT: "GREENING OF AMERICA" -- BUY MORE RECYCLED PRODUCTS.

"Greening of America" EO 13101, signed Sep 98, requires Federal facilities to buy recycled products and adds more



requirements for affirmative procurement. Affirmative procurement is buying with the environment in mind.

EO 13101 replaced the "Buy Recycled" EO 12873 and adds to it. Initially, there were five Comprehensive Procurement Guideline (CPG) items which Federal facilities were to buy: recycled paper, re-refined lubricating oil, insulation containing recovered materials, concrete with fly-ash, and retread tires. Later, the U.S. Environmental Protection Agency added 19 more CPG items, including park and recreation products and construction products made from recycled materials. Now there are 36 CPG items specifically identified with minimum recovered content levels. The 36 items include such things as office products, playground surfaces, traffic cones, floor tiles, plastic trash bags, plastic fencing, pallets, and reprocessed latex paints.



DOD Policy states that 100 percent of purchases of the 36 CPG items will meet or exceed guideline standards unless the installation has written justification in the procurement file citing performance, price, or non-availability of the material. Is your installation meeting these standards? Most installations are not.

So the next step is, how to implement? We researched installations who *have* established an affirmative procurement program and found there were several steps to take to get it started.

⇒ Incorporate affirmative procurement into the Pollution Prevention (P2) plan. This will establish management commitment. Specify the 36 CPG items. While you're revising your plan, add the EO 12843 requirement for reduction of Ozone Depleting Chemicals.

⇒ Educate and inform your procurement and planning activities. We need to have facts ready to convince people that products made from the recovered material are not inferior to those made with virgin materials, *and* that they are not more expensive. Provide copies of Defense Logistics Agency's Environmental Products Catalog to your procurement staff (<http://www.dscr.dla.mil>).

⇒ Start small. One installation started with purchasing CPG office products in one area. In this way, they could show others that the products were just as good for the same or lower price.

⇒ Revise construction specs. An engineer advised me "If you spec it, they will come." Meaning, for example, if the specifications call for incorporation of recycled insulation materials, then procurement of that CPG item is guaranteed.

USAEC has the most current information available on affirmative procurement --



see <http://aec-www.apgea.army.mil:8080>. The Army is starting to institutionalize environmental purchasing considerations by revisions to the Fed Log and is drafting new policies. At the same time, installations can start the education and awareness process at the grass roots level. In this way, we'll close the recycling circle. (AMXEN-U/K. LaFrenz/DSN 793-8263)

IOWA ARMY AMMUNITION PLANT (IAAAP) FINDS BENEFICIAL USE FOR FLY-ASH IAAAP discovered a win-win solution to disposing fly-ash. Here's how: Coal combustion residue, or fly-ash, is a bi-product of power plants. IAAAP has been landfilling fly-ash in an onsite landfill.

Last Fall the IAAAP Commander sent letters to neighboring communities and counties offering use of fly-ash. Henderson County, IL responded and asked to use the fly-ash, along with salt and sand, on icy and snowy roads. In January the Iowa Department of Natural Resources (DNR) amended IAAAP's landfill permit. Throughout the rest of the winter, IAAAP exhumed 250 tons of fly-ash from the landfill for use by Henderson County.

Finding a beneficial use for fly-ash will extend the life of the onsite landfill, which is a substantial cost avoidance. The Iowa DNR has commended IAAAP for this action and so do we.

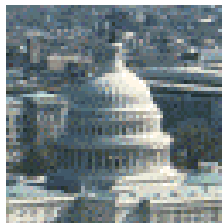
Finding a beneficial use for fly-ash is not as easy as it sounds. Fly-ash from small power plants like we have at AMC installations does not have the same consistency as the ash from the closer-controlled huge power plants where it is more easily reused -- such as being mixed in concrete. Finding beneficial use for the small power plants' fly ash takes a little more creativity and effort. But as IAAAP learned, it's worth the effort.

IAAAP is also looking into landfarming fly-ash and is continuing to publicize the availability of the ash to other counties for winter road use. (AMXEN-U/Ms. LaFrenz/DSN 793-8263)

ENVIRONMENTAL MANAGEMENT PROCESSES AT GOCO INSTALLATIONS:

We're working on a dilemma of conflicting guidance from the Army. The new Army acquisition policies prohibit standard management approaches as requirements in contracts and solicitations. At the same time, DA has policies that mandate use of standard management approaches, such as Hazardous Substance Management System (HSMS) and the Solid Waste Reporting System (SWARS).

This creates an incongruity: How can we comply with acquisition policy which states that we cannot prescribe the management process that a contractor uses, yet incorporate the standard systems mandated by DA? The acquisition policy requires a waiver before solicitations and contracts may include the requirements for use of a



specific management process. To date, no waivers have been issued for HSMS or SWARS. Representatives from the U.S. Army Tank-automotive and Armaments Command and IOC confronted this issue when seeking funding for implementation of the HSMS at Lima Army Tank Plant and Hawthorne Army Depot--both are GOCO installations.

USAEC is working with the acquisition community to try to resolve this apparent conflict in policies. (AMXEN-U/Mr. Hanson/DSN 793- 8256).

MISSISSIPPI ARMY AMMUNITION PLANT (MSAAP) RECEIVES FIRST DA INSTALLATION CULTURAL RESOURCE MANAGEMENT PLAN (ICRMP) VARIANCE.

During the MSAAP Environmental Compliance Assessment System (ECAS) review, 2-6 Feb 98, the AMC I&SA ECAS reviewer noted that MSAAP had not prepared their ICRMP. MSAAP stated they had no significant cultural resources to manage that would warrant the preparation of an ICRMP. We offered to help MSAAP obtain a variance from the preparation of an ICRMP, IAW AR 200-4, paragraph 4-1d, which was approved 18 Feb 99. This was the first DA variance granted to not prepare an ICRMP. If you feel your installation does not have significant historic properties to manage, you should consider a variance from DA. We would be happy to help you make that determination and also help you through the process if your situation warrants a variance. (AMXEN-U/Mr. Sharp/DSN 793-6258).

PLANS FOR ZERO ZERO BY ZERO ZERO - OZONE DEPLETING CHEMICALS.

IAW directives from the Assistant Secretary of the Army, Installations, Logistics and the Environment, 13 Feb 96, Ozone-Depleting Chemicals (ODC); and ACSIM, 3 Jul 97, Elimination of the Dependency of Ozone-Depleting Chemicals in Army Facilities, all Army installation Commanders must develop a written plan and a budget which will enable them to retrofit or replace existing halon 1301 fire suppression systems and equipment which utilize CFCs as a refrigerant. Those installations which have a P2 Plan may integrate their ODC Elimination Plan with their P2 plan. The P2 plan is considered a Class 1 high Plan, Opportunity Assessment and Inventories (POAI) activity per the Army Environmental Program Requirements (EPR) policy and guidance dated Aug 98.

The final ODC Elimination Plan must be in place by FY 00. However, not later than 31 Dec 99 AMC must provide the Army Acquisition Pollution Prevention Support Office (AAPPPO) a list identifying which installations have plans in place and the installation names, POCs, and phone numbers for all installations which do not have ODC plans completed within specified timeframes. A follow-up list must be submitted to AAPPPO on or before 31 Dec 00 indicating which installations did not meet the target date (FY 00).

If your installation has not completed an ODC Elimination Plan, initiate one soon. Since responsibilities vary between organizations, recommend inclusion of, at a

minimum, Facilities Engineering, Environmental, and Fire Protection staff during the development and preparation of your plan. AAPPSSO funded the preparation of a guide to assist installations during preparation of your ODC Elimination Plan. We will distribute them through the MSCs to the installations. (AMXEN-U/Mr. Taylor/DSN 793-4455).



FREE! AMC MATERIAL SAFETY DATA SHEET (MSDS) TRACKER™! You're working in the HazMart or Safety Office and a customer requests a certain MSDS. What would you do?

In most cases you would probably have to go find the 4-drawer file cabinets stuffed with paper MSDS's, *then* locate the file with the requested MSDS, pull the MSDS and *then* make a copy of it, *then* put the MSDS original back in the file cabinet and *then* return to the customer at the counter. How many times do you have to do this? The answer should be... None!

AMC I&SA announces the release of its latest software tool for MSDS Inventory Management. The "AMC MSDS Tracker™". This software will aide you in managing your MSDS Inventory on a day-to-day basis. With the "AMC MSDS Tracker™" installed in your HazMart or Safety Office, the scenario outlined above would be as simple as a Mouse Click, enter the required information in the Search area, once the MSDS appears, verify with the customer that this is the one he/she wanted, click Print, and there it is.

You have saved your customer and yourself time and money. The "AMC MSDS Tracker™" will allow you to scan the MSDSs in Adobe Acrobat "PDF" format, or if you wish, it can also store other image formats, for example .PCX or .TIF. No typing in MSDS information, just scan. Also, The "AMC MSDS Tracker™" built-in Web interface will give you access to thousands of other MSDS's on the Internet. This feature will save many man-hours and money in the long term. Thanks to RIA Safety for allowing us to adapt their program for this application.

Check out the "AMC MSDS Tracker™" Website at <http://www.htscm.com/traker/default.htm>. This program is free to AMC installations. The only cost associated would be a scanner if your installation does not have one. Adobe Acrobat (Exchange)™ software for Reading and Scanning Images in PDF Format costs about \$250. For additional information contact Ray Shinbori at (309) 782-5431, email: shinborir@ria.army.mil for a CD-ROM of the program and documentation. (AMXEN-U/K. LaFrenz/DSN 793-8263)



INSTALLATION LOGISTICS

ACCOUNTABILITY OF GOVERNMENT FURNISHED PROPERTY (GFP).

We recommend maintaining property records for GFP on the installation Property Book (PB) for contracts awarded under FAR 45.105(a). Our procedures for this process are:

- ◆ Property Book Officers (PBOs) will release government property to the contractor according to the terms of the contract. Use a DD Form 1149, Requisition and Invoice/shipping Document, or DA Form 3161, Request for Issue or Turn-in, to transfer accountability of the property. The contracting officer or his/her representative will approve transfer of the property to the contractor.

- ◆ The PBO, property administrator, and contractor will conduct a joint physical inventory prior to the beginning of the contract period. On completion of the inventory and written acknowledgement of receipt by the contractor, the PBO will post the transfer as a loss to the Army's property accounting records. These items are no longer accountable in the Army. The PBO will continue to maintain the basic PB records with authorization, identification, and management data for the GFP transferred to the contractor. If your TDA authorizes these items, you must maintain the authorization on the PB. To do this in DPAS, enter the code "alpha C" in the loan, lease, or rental field. This procedure will only maintain the TDA authorization, not the accountability for the item. We recommend you assign the GFP to a hand receipt number such as CONTRACTOR or PROPADM (Property Administrator). This is needed because DPAS compiles all hand receipts to make the total PB.

- ◆ On termination of the contract, conduct a joint physical inventory between the PBO, contractor, and property administrator. A transfer document will transfer accountability back to the Army using DD Form 1149 or DA Form 3161. The contracting officer will reconcile the transfer document for shortages and will approve the transfer prior to the PBO accepting accountability for the GFP.

Contracts awarded under FAR 45.105(b), citing clause 52.245-1 will transfer accountability for GFP to the contracting office. The property administrator will maintain the property records. These records will be separate and distinct from the installation PB records. The technical exhibit to the contract will assign responsibility to the contractor. (AMXEN-S/Mr. Oberhardt/DSN 793-6126)

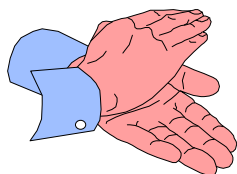
IS A "TANK FARM" SOMEPLACE WHERE YOU FARM TANKS?

There have been several questions recently concerning the meaning of the term "Tank Farm." The AMC Inspector General's (IG's) office used this term to describe a problem of formally accounting for items they found in what were once petroleum tanks. Activities having these tanks converted them to dry storage to increase utilization of available resources. We interpret this term as also meaning "storage in place" areas or locations separate from your normal supply support storage areas. Identifying existing "tank farms" is an area

we evaluate during our Command Supply Management Reviews (CSMRs). To help us assist you in identifying these types of areas we need your cooperation. This part of our evaluation addresses those items usually returned from contractors or projects. If your command has involvement with contractors or project offices, you're already familiar with how materiel can mysteriously show up without notification to your accountable officers. Our purpose for identifying this type of materiel is returning these items to the Army inventory. We can only do this by formally accounting for the items, which will also assist you in identifying possible excess. The only way to find some of these mystery materiel locations is to do a "walk-about/ride-about" and find them. If we find an existing "tank farm" area, we will need your help in determining what is customer owned and what needs posting to your accountable records. We also suggest that you include this review process as part of your local Command Supply Discipline Program. (AMXEN-S/Mr. Emerick/DSN 793-8316).

ONHAND ITEMS WAITING INSPECTION OR DISPOSITION NEED TO BE ON YOUR ACCOUNTABLE RECORD.

When you receive items that you discover need a supply discrepancy report or items that need inspection before issue, you are responsible to post the items within the allowable time frame. Upon receipt of these types of items, you will also need to secure and segregate the items to prevent accidental issue to your customers. Waiting for final disposition or release from quality control to post these items to your accountable record is not an option. The automated AMC Installation Supply System (AMCISS) allows for posting these types of receipts using supply condition codes of either "M" or "L". These codes identify the items as suspended from issue for either further processing or pending litigation. The AMCISS will not release these items until you submit a change of condition code. You should also post the change of condition code within 3 days to expedite release to your customers or return of discrepant materiel. (AMXEN-S/Mr. Emerick/ DSN 793-8316).



WE WON THE WAR ON EXCESS!!! - SORT OF.

We no longer need to report the value of excess inventory and transactions (See HQDA message, DALO-SMZ, 231544Z Mar 99, Subject: Materiel

Returns Assets Reporting). Please don't relax your efforts to prevent hoarding and to identify and report excess. (AMXEN-S/Mr. Strosahl/DSN 793-5827)

DAILY TRANSACTION REPORTING OF UNIQUE ITEM TRACKING (UIT) MATERIEL JUST BECAME AUTOMATIC.

Reporting UIT daily transactions will now be automatic. This process is new and part of DPAS System release 8/8.1. The reporting process will occur as part of the daily batch cycle without the need for the user to request it. This one less manual administrative function should allow us to maintain or even improve upon our outstanding DPAS user compatibility rate of 99%. This automated feature only addresses daily transactions and does not include the semi-annual

reconciliation process. The UIT reconciliation will continue to function as a user requested action. We will reassess the need for manually requested reconciliation processing in the near future. DPAS will continue to provide you with a hard copy of data forwarded during the automated reporting process. (AMXEN-S/Mr. Dave Emerick/DSN 793-8316).

INSTALLATION COMMANDERS SHOULD EMPHASIZE ACCOUNTABILITY AND SECURITY FOR SMALL ARMS AND AMMUNITION.

This is a longstanding favorite subject for inspections and audits. On 2 Apr 99, the DAIG reported results of a Special Assessment of The Army's Accountability and Security of Small Arms Weapons and Munitions. In that report the DAIG cited deficiencies in record keeping and physical security at installations and units. The DAIG observed some of the same problems the AMCIG brought to our attention last year as well as some we haven't noticed at AMC installations. Although we don't know where the DAIG found the problems, we enlist your assistance to correct or prevent them at AMC installations. Please continue your intensive effort to improve accountability and security of weapons and ammunition. We will place special emphasis on the following areas of concern during our CSMRs:

- | |
|--|
| • Oversight of Army Museum artifacts and weapons to ensure proper accountability. |
| • Documenting war trophies. |
| • Accounting for weapons and ammunition in storage facilities, or on the firing range. |
| • Transferring custody of weapons from repair facilities to units. |
| • Limiting quantities of training ammunition. |
| • Reporting serial numbers to the Unique Item Tracking System |
| • Maintaining appropriate documents to control training ammunition. |
| • Maintaining appropriate documents for storage and issue of ammunition at ammunition supply points. |

(AMXEN-S/Mr. Strosahl/DSN 793-5827)

THE FUTURE OF THE FACILITIES AND EQUIPMENT MAINTENANCE (FEM) SYSTEM.

Is FEM too expensive? Is it a good investment? Right now, we're not sure. The original FEM project managers never did an Economic Analysis (EA) on the system. Tobyhanna Army Depot (TYAD) is going to implement FEM sometime in Jun 99, and TYAD management likes the FEM functionality when interfaced with DPAS, AMCISS, and the Automated Time and Attendance Production System (ATAAPS). FEM is custom built for AMC so it essentially can replace and significantly improve upon DPAS maintenance and utilization modules. It's an impressive system. We've asked TYAD to perform an EA on the system and they have agreed to do so. This will give us information about the system's payback and tell us whether FEM is a good investment for other AMC installations. We also intend to look into what we're getting for the money we've had to pay the current system manager, the Navy System Support Group, with a view toward reducing our program

management costs. Stay tuned!!! Lots more to come on FEM. (AMXEN-E/Mr. Johnsen/DSN 793-3900)

TACTICAL WHEELED VEHICLE (TWV) EQUIPMENT JUSTIFICATIONS. When you prepare a memorandum request, DA Form 4610-R, 1 Jan 80, Equipment Changes in MTOE/TDA, for a TWV, your justification must include additional information not found in AR 71-32, 3 Mar 97, Force Development and Documentation-Consolidated Policies, paragraphs E-3 and E-4. Use the following checklist provided by the TWV Requirements Management Office when justifying TWV's:

1. What is the mission requiring a TWV?
2. Where is the unit located?
3. In what type of terrain will you operate this equipment?
4. What is the average daily mileage usage?
5. Does the vehicle require a military radio?
6. Does the vehicle transport a shelter?
7. Who operates the vehicle, i.e. MIL/CIV/US/FOREIGN NATIONAL?
8. What type supplies/cargo/personnel will you transport?
9. Is maintenance support available and at what level?
10. Are repair parts available?
11. Can presently authorized vehicles perform the job?
12. How long do you need to support the requirement?
13. What other similar/like vehicles are available?
14. Will you replace any vehicles if approved?
15. What is the impact on the mission if not approved?
16. Is this a new mission? If not, how did you previously accomplish the mission?
17. Can a nontactical vehicle of similar type and design perform the job?
18. Can you accomplish the mission by shuttling or pooling? If not, why and what percentage must you perform in one lift?
19. Will you mount weapons systems on the vehicle?
20. What specifically requires the type, size, and quantity vehicles requested?
21. Do you require the vehicle for installation support? If yes, be specific as to why a nontactical vehicle cannot perform the mission.
22. Do you require the vehicle(s) for direct training or training support?
23. If required for direct training:
a. List the approved Program of Instruction (POI) and description of what the students perform with/on the TWV.
b. What is the annual student input and average class size?
c. What is the frequency of vehicle use: once a day, week or month, and for how long; 1, 4, or 8 hours?
d. What is the student to equipment ratio?
e. Can you split instruction in shifts to maximize the use of assets? If not, why.
f. Are vehicles centrally pooled so other POIs requiring support can use them? If not, why.
24. If required for training support, what requires a tactical versus a nontactical vehicle?
25. Is this request to identify a requirement without authorization or requirement with authorization?

(AMXEN-E/Mrs. Grobe/DSN 793-3482)

SPECIAL REQUIREMENT FOR SUBMISSION OF SF 82, AGENCY REPORT OF MOTOR VEHICLE DATA. DA has required a special submission of SF 82. So this in turn, requires you to submit an **on-line** DPAS Report

DP8N211A, NTV Cost Accounting and Management Report or a local automated report. This special reporting period will cover 1 Oct 98 through 30 Jun 99. **Don't** request a batch/automatic generator DPAS report because it will zero everything out. Each installation has a requirement to report all **Army owned** Nontactical Vehicles (NTVs). Please don't report permanently converted GSA vehicles and research, development, test, and evaluation funded leases. Do report commercially leased vehicles (lease duration up to 1 year). We request you provide a breakdown of the different types of fuel consumed. Hopefully, this is a one-time requirement. HQDA requires this special report to emphasize the need for greater accuracy in reporting data and to initiate biodiesel reporting. Please submit this information to us by COB 9 Jul 99. **NOTE:** This special report will not negate the fiscal year end reporting. (AMXEN-E/Mrs. St. Clair/DSN 793-6334)

JUST A REMINDER!! You should report all excess Chapter 2 controlled mobile equipment through your MSC to AMC I&SA. We will screen these items for shortages within AMC. If we have no requirement for the item, we will direct you to report it to the Integrated Material Management Center (IMMC). DO NOT offer these items to Local Reuse Agents or the Defense Reutilization Management Office (DRMO) without IMMC approval. (AMXEN-E/Mr. Fuglsang/DSN 793-8361)

UPDATE INFORMATION FOR ELECTRONIC DA FORMS 2408-9. "We have added a copy of a DA Form 2408-9 to the AMC I&SA Home Page found on our web site at **www.ria.army.mil/isa/equip/equip.htm**." This was the first sentence of my article in the Sep 98 bulletin. Since then, many people have used the electronic form to forward DA Form 2408-9 to me. Everyone using it is really happy with the process. I receive submissions every day, print them out in my office and load them in my data base in an instant. We are now able to electronically request a US Army registration number. I e-mail the request to the USAMC Logistics Support Activity, they assign the number and e-mail the form back to me. Then of course I e-mail it back to you. If you missed the Sep 98 bulletin with access instructions on downloading the form from our homepage, the bulletin is also available on our home page at **http://www.ria.army.mil/isa/pubs.htm**, or just give me a call and I will talk you through it. I have done this already and it is not difficult. Good luck! (AMXEN-E/Mrs. Emerick/DSN 793-8322)

REPORTING INDUSTRIAL PLANT EQUIPMENT (IPE). Initial reporting of IPE is no longer a requirement. The joint regulation which governs the procurement, management and reporting of IPE is DLAM 4215./AR 700-43, 19 Nov 73, Management of Defense Owned Industrial Plant Equipment. There have been six changes to the regulation since 1973. The publication, with changes, is available on the Internet at **http://www.dlaps.hq.dla.mil/**. The Defense Supply Center Richmond (DSCR) is the Consolidated Material Manager for FSG 34, this change occurred in 1991. Change 6 to the joint regulation (26 Nov 91) implemented the Joint Service Business Plan decision of 28 Feb 91.

This eliminated the requirement to submit initial reports notifying DSCR that an agency acquired IPE. This, in effect, eliminated maintenance of the Master Inventory, maintained by then Defense General Supply Center Columbus, now DSCR. You still request disposition for serviceable IPE from DSCR. They provide disposition instructions, an identification number, and a disposal control number. Remember to provide your Polychlorinated Biphenyl (PCB) laboratory test results with your request for disposition. Do not report condition codes H or S. You just turn-in these items with your PCB results through your Supply Support Activity to the DRMO. (AMXEN-E/Mr. Mecham/DSN 793-8321)

LATERAL TRANSFER REFRESHER GUIDANCE: The transfer of excess nonexpendable property from one organization to another where a shortage exists is simply a lateral transfer.

For organization property the lowest level commander over both units involved (if in the same component) is the approving authority.

For installation property on the same installation, the installation commander approves the transfer if property is within the same component. You cannot transfer property to another component.

For installation property between installations (MSCs), the lowest level commander over both installations involved approves transfer (AMC I&SA). The losing PBO prepares DA Form 3161, Request for Issue or Turn-In. The PBO ensures entry in the appropriate block of the PB dollar value of the transferred item(s) before forwarding to us for approval. You may fax the form and a short cover memo to expedite the transfer. Our fax number is: DSN 793-7566 or commercial (309) 782-7566.

You can refer to AR 710-2-1, 31 Dec 97, Lateral Transfer of Property, Section III, paragraphs 3-18 and -19, for complete guidance and instructions for preparing a DA Form 3161. (AMXEN-E/Ms. Ramos/DSN 793-3266)

CONTRACTING WEBSITES OF INTEREST. When you need information or logistics references, the Internet has thousands of websites to browse and use. We provide the following list of sites dealing with Government contracting:

http://www.dhhs.gov/progrog/sais/lognet/log_man.htm - Abandonment or Destruction of Surplus Property.

<http://www.r8.gsa.gov/fss/propmgt.htm> - Property Management

<http://www.ntic.gov/yellowbk/1nty785.htm> - U.S. Government Management Policy (Including Federal Information)

You may find some, many, or all of these sites useful. Please call me with any additional sites of interest and I will update you with future bulletin articles. (AMXEN-

E/Mrs. Winston/DSN 793-8362)

FURTHER UPDATES FOR OUR AUTOMATED ASSET REDISTRIBUTION POLICY. Many of our AMC installations are using DPAS to report their excess equipment. We have published our automated excess policy. Our policy provides DPAS concepts of operation and delineates AMC policies.

When you report excess equipment through DPAS use the POC below. This will allow us to field all calls you receive and coordinate excess procedures.

POC: Paula J. Parker DSN: 793-8303 or (309) 782-8303
FAX: 793-7566
E-MAIL: parkerp@ria.army.mil
ACTIVITY: (Your Activity Name)
ATTN: (Installation Excess POC and the Office Symbol)
ADDRESS: (Your Installation Street Address)
CITY: (Your City) ST: (Your State) ZIP: (Your Zip Code)
LOCATION:
ACTY: (Activity Where The Excess Equipment Is Located)
OFFICE: (Office Where The Excess Equipment Is Located)
CITY: (City Where Excess Equipment Is Located)
ST: (State Where Excess Equipment Is Located)
ZIP CODE: (Zip Code Where Excess Equipment Is Located)

If your organization has any questions about DPAS Asset Redistribution Policy, please notify us by e-mail at: **parkerp@ria.army.mil**. (AMXEN-E/Ms. Parker/DSN 793-8303)

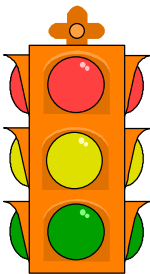
ALTERNATIVE FUELED VEHICLE (AFV) UPDATE. The Energy Policy Act of 1992 (EPACT) and Executive Order (EO) 13031 require you to obtain a certain percentage of light duty vehicle purchases as AFV. The EPACT mandates 75 percent of new acquisitions for FY 99 and beyond to be AFVs. EO 13031 mandates individual agencies set aside existing or requested funds to comply with EPACT mandates. This order applies to AFV acquisition requirements; primarily general-use vehicles located in Metropolitan Statistical Area (MSA) of 250,000 or more and air quality non-attainment areas. You must comply to the best of your Command's ability. You can increase AFV usage by ordering dual fuel vehicles. This is not a money saving proposition, this is a financially costly Law/Executive Order designed to reduce this Nation's dependence on oil and improve air quality by reducing pollutants in the atmosphere. There is a draft EO in the works that will effect installations not located in the MSA. As the Government increases its demand for AFVs, prices should decline. (AMXEN-E/Mr. Gray/DSN 793-8300)

DEPRECIATION OF CAPITAL EQUIPMENT FOR GENERAL FUND ACTIVITIES IN AMC. We have told you for years now that this was coming. Our directive to begin came in the memorandum dated 26 Mar 98 from the Under Secretary of Defense, Comptroller. Many of you received this document at the May 98 AMC Installation Logistics Workshop or at the AMC Equipment Management Course in FY 98 and 99. It is also available from the DPAS website. We plan to publish detailed implementation instructions for General Fund activities in the near future. The DPAS Release 9.0 planned for Aug

99 enables PBOs to change Asset Control Codes to alphabetic characters. This is necessary for General Fund PBOs to create financial records in DPAS. We expect you to input the necessary data to calculate depreciation on capital assets and generate financial reports to support your installations' financial statements at the end of this FY. Here is what we recommend you do. You already screened your data base for capital assets (\$100K and above) and established supporting acquisition cost files. When DPAS releases version 9.0, change asset control codes for capital items to an alphabetic character per appendix O, DPAS Users Manual. Input the mandatory fields per our AMC instructions mentioned earlier and generate the recommended reports. You will be giving these to your resource management office. This is extra workload you have not had before, but it's a one-time effort. Plan for it. As you get additional capital assets they will receive the same treatment during cataloging. (AMXEN-E/Mr. Morris/DSN 793-8301)

INSTALLATION SUPPORT SYSTEM YEAR 2000 (Y2K) UPDATE.

As of 13 May 99, only one installation support system is not Y2K compliant. We still need to exercise due diligence at our installations to ensure that all systems remain Y2K compliant. This is especially true since vendors have reversed their position on their product's ability to handle the date change to Y2K. Also, inspection teams from various command levels, including DOD, are making the rounds checking our Y2K readiness. We need to maintain all our documentation since the inspection teams focus mainly on our compliance to policy and command guidance. (AMXEN-S/Mr. Oberhardt/DSN 793-6126)



Y2K -- HAVE YOU DONE ENOUGH? "Time flies when you are having fun", goes the old saying, but are you ready for Y2K? As we draw nearer to the dreaded time, we tend to get complacent. The days have begun to go by faster and before we know it, 1 Jan 00 will be upon us. What is really going to happen? I don't think we really know for sure, all we know about are some of the possible things that could happen. Are you prepared for the consequences of noncompliance? We must not get caught short when the old calendar rolls over to 2000. We must do all in our power to cover all of the bases. Don't get caught napping. Check it out!!! (AMXEN-E/Mr. Quidort/DSN 793-8304)

BETTER WAYS OF DOING BUSINESS

HOW TO SHOW REQUIREMENTS, RECEIVE REQUIREMENT DOLLARS, AND RECEIVE DISPOSAL CREDITS FOR FACILITY REDUCTION PROGRAM (FRP). It is important to keep your RP database accurate and current at all times in the IFS and Real Property

Standalone (RPS) system. These are the only two automated systems approved by DA for reporting RP accountability. We at AMC rely on your RP updates furnished at each reporting period to update AMC requirements and report consolidated FRP requirements to DA. To make sure your database has accurate FRP information, do the following:

- Use the 'FRP query for Excel spreadsheet' in your stored queries to extract FRP data from your database and create the excel spreadsheet IAW instructions we provided you in May 98.
- Check the following fields for valid information, mark your changes on the spreadsheet, and then update your RP database to include these changes:
 - Reportability code should be 'D' for demolished facilities and blank for facilities planned for demolition.
 - Valid codes for Planned Disposition Code (PDC) are 'G', 'H', 'J', or 'W' to receive FRP credits.
 - Year Disposal Planned (YDP) should be current FY or future FY for facilities not demolished, but planned for demolition in the current FY or future FY. Leave the YDP as is for the facilities demolished already.
 - For facilities demolished, the HUD date, approval date, start date, completion date, and drop date columns should have valid entries. For your FRP requirements (buildings not demolished, but planned for future demolition) you should have at least a valid year in the YDP field.
 - For facilities demolished, Estimated Cost to Demolish, and Actual Cost of Demolition fields should have information and not be left blank. For facilities planned for future demolitions, Estimated Cost to Demolish should have a cost figure.
 - Provide valid information in project number, project FY, and type funds used to demolish fields.

DA's current FRP goal is to reduce the MACOM's Excess (E) to 15 percent of Programmable Inventory (PI) at direct funded sites. Base Line Inventory (BLI) is the inventory you reported at the end of the FY that is used in POM calculations. BLI minus certain exclusions (determined from the POM business rules) provides On Hand Inventory (OHI). Your Facility Requirements (FR) are determined from RPLANS updates furnished during the December timeframe before the POM development. The PI is the lesser of OHI and FR. The E is the difference between PI and OHI.

The MACOMs cease to receive FRP funding once E is equal or below 15 percent of PI. The PI, BLI, and FR all play important roles in determining the excess, which in turn determines the amount of FRP dollars MACOMs receive. Hence, it is important that installations reflect their true requirements in RPLANS and keep the RP database current and accurate all the time. (AMXEN-C/ Mr. Rao Yerra/DSN 793-8290)

USE OF DAMAGE STATEMENTS IN LIEU OF REPORTS OF SURVEY (R/S).

Many of you use the time-consuming, expensive R/S process for all vehicular accidents. Instead, you should consider use of damage statements as an appropriate method of obtaining relief from property responsibility. When negligence or willful misconduct is not a contributing factor, unit commanders or TDA-activity chiefs may sign a damage statement indicating such. The R/S approving authority or designated representative will review all damage statements and indicate concurrence or nonconcurrence. If the approving authority delegates authority to review and approve damage statements to subordinate commanders or TDA-activity chiefs, he/she will review the approved damage statements quarterly. Commanders may establish a dollar threshold above which all damage statements require approval by the R/S approving authority, rather than by the designated representative. Indication of negligence or willful misconduct, without admitted liability, requires a R/S. We believe you should simplify your procedures and processes when possible, and that this is a good place to start. (AMXEN-S/Ms. Kilpatrick/DSN 793-8317)

BE SURE TO VISIT THE AMC I&SA HOME PAGE! Have you checked out our home page lately (<http://www.ria.army.mil/isa/>)? We try to keep customer-oriented information on our home page -- such as:

- Our latest organization chart
- Phone numbers
- E-mail addresses
- DPW/NR Workshop information
- Equipment excess lists
- Energy and privatization information
- Real property information
- DCSEHE&IL Bulletins
- AMC I&SA Brochure
- AMC I&SA Lessons Learned
- AMC Pamphlet 210-2

Be sure to check us out when you have a chance and let me know if there's anything else you would like to see on our home page! (AMXEN/Jan Swift/DSN 793-5536/email: swiftj@ria.army.mil)

FY 99 AMC ENERGY MANAGEMENT AWARD

WINNERS. Congratulations are due for the winners of the AMC Energy Management Awards. Picatinny Arsenal is the winner for the Organization Category with Redstone Arsenal the runner-up. Red River Army Depot won the Renewable Energy award for their use of wood chips with their coal-fired boiler. Plaques and letters were sent to the winners and appreciation letters to all others submitting nominations. In addition to the AMC award, we submitted Picatinny Arsenal as the AMC nomination for the Secretary of the Army Energy Conservation Award. All others listed above are nominees for the Federal Energy and Water Conservation Award, Organization Category, along with Radford Army Ammunition Plant, U.S. Army Garrison Aberdeen Proving Ground, and Newport Chemical Depot in. Keep up the good work! We look forward to your submissions again next year. (AMXEN-C/ Mr. Reeves/ DSN 793-8292)

FOR THE COMMANDER:



P. S. MORRIS
Colonel, GS
Deputy Chief of Staff for
Engineering, Housing, Environment,
and Installation Logistics

ATTABOYS!